



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 6

Agenda Date: August 4, 2022

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Electronic Visual Information Display System

SUMMARY:

This ordinance authorizes a contract with Infax, Inc. to provide a new Electronic Visual Information Display System (EVIDS) at the San Antonio International Airport for an estimated total cost of \$750,000.00 over the contract term of five year with two one-year renewal options. Funding for the first year is available from the Aviation Capital Improvement Program in the amount \$363,922.00. Funding for subsequent years will be available from the Aviation Operations & Maintenance Fund and is contingent upon City Council approval of the annual budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by Infax, Inc. to provide a new EVIDS that supports digital displays at the San Antonio International Airport. The services include system implementation, as well as maintenance and support of the new EVIDS. In addition to replacing the current system, all end devices (monitors and media controllers) will be replaced in Terminal A. Terminal B end devices (existing monitors and media controllers) will be reused with the new system. The new system includes the functional requirements of the 1)

Flight Information Display - including a variety of dynamic informational displays such as gate information, flight times, and baggage information; 2) Visual Paging – currently provided by the airport’s paging system; 3) Way-finding - future scale consideration for static signage, but some dynamic; 4) Administration Office Announcements and Way-finding; and 5) Advertising – Concessions.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for “Electronic Visual Information System” (RFCSP 21-047, 6100013796) on May 28, 2021, with a submission deadline of August 27, 2021. Six proposals were received. One proposal was deemed non-responsive for failure to submit a complete proposal response and one proposal was deemed non-responsive for submitting exceptions to the City’s terms & conditions. Four proposals were deemed eligible for evaluation. Infax, Inc. is recommended for contract award based on the City’s standard RFCSP evaluation process.

On January 4, 2022, the City requested a Best and Final Offer (BAFO) to clarify the responses received. The Evaluation Committee met on March 22, 2022, to evaluate the four responsive proposals received; no scoring took place at this meeting. In order to further clarify responses, the City requested a second BAFO on April 25, 2022. The Evaluation Committee reconvened on May 19, 2022, to evaluate proposals. After committee review and discussion, individual scores were submitted. Once scores were finalized by the selection committee, the pricing scores were revealed. Infax, Inc. received the highest ranking and was recommended for award by the evaluation committee.

The evaluation committee consisted of representatives from the Aviation Department, Information Technology Services Department, and Southwest Airlines. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 45 points allotted for experience, background, and qualifications; 40 points allotted for proposed plan; and 15 points allotted for respondent’s price schedule. Additional categories of consideration included references and financial qualifications.

A post-solicitation briefing was presented to the Audit and Accountability Committee on June 3, 2022.

The initial term of the agreement shall begin upon award by City Council and terminate five years after City’s final acceptance of the system. Two additional one-year renewals at the City’s option shall also be authorized by this ordinance.

ISSUE:

This contract will provide installation and maintenance of a new EVIDS to support digital displays at San Antonio International Airport. The deployment includes replacement of the existing multi-user flight information display system (MUFIDS) with a Content Management System (CMS) platform, allowing multiple contributors to create and manage content for enhanced performance

and improved functional requirements of flight information displays, visual paging, way-finding, internal announcements, and advertising.

The Small Business Economic Development Advocacy Ordinance requirements were waived due to the lack of qualified SMWBE's available to provide the required goods or services.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, the existing equipment that provides flight information display system may become outdated and may not support the Airport's current and future digital signage needs.

FISCAL IMPACT:

This Ordinance will approve a contract with Infax, Inc. to provide a new EVIDS at San Antonio International Airport for an estimated total cost of \$750,000.00 over the contract term of five years with two one-year renewal options. Funding for the first year is available from the Aviation Capital Improvement Program in the amount of \$363,922.00. Funding for subsequent years, in the amount of \$386,078.00, will be available from the Aviation Operations & Maintenance Fund and is contingent upon City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of an ordinance for acceptance of a contract with Infax, Inc. to provide EVIDS at the San Antonio International Airport for an estimated total cost of \$750,000.00 over the contract term of five years with two one-year renewal options. Funding for the first year is available from the Aviation Capital Improvement Program in the amount of \$363,922.00. Funding for subsequent years, in the amount of \$386,078.00, will be available from the Aviation Operations & Maintenance Fund and is contingent upon City Council approval of the annual budget.

This contract was procured by means of a Competitive Sealed Proposal and a Contracts Disclosure Form is attached.